

FINANCE COMMITTEE MEETING
FEBRUARY 7, 2017
1:00 P.M.
COUNTY BOARD ROOM

Present: Committee Chairman Wilson; Supervisors Ludlum, Heimann, Wiegel and Hammer; and County Clerk Carla Jacobson.

Also present: County Board Chairman Jack Sauer; Finance Director Nicola Maurer, Tony Ruesga, Human Resource Director Valerie Steiner and Treasurer Becky Taylor.

Mr. Wilson called the meeting to order at 1:00 p.m. He asked if the meeting was properly posted. Ms. Jacobson verified the meeting was posted at the Courthouse, the Darlington Municipal Building, Memorial Hospital, on the County website and sent to the press.

Motion by Mr. Hammer, second by Mr. Wiegel, to approve the agenda as presented. Voice vote, motion carried.

WI DHS Financial Audit Findings Letter: Ms. Maurer wanted to inform this committee that another letter was received from the Wisconsin Department of Health Services with the Management Committee meeting and submitting responses to the findings. The Management Committee is meeting again after the County Board meeting this afternoon and will hopefully finalize the responses to the findings. Once this matter is finalized, Ms. Maurer said she would provide the Finance Committee with a copy of the finalized responses which is due to the State February 23, 2017.

Payroll Manager Year-End Schedule: Nicola would like the Payroll Manager to work full time through the end of March in order to help the Manager of Accounts with Accounts Payable until they get someone hired for the part-time Accounting Assistant Position. Motion by Mr. Wiegel, second by Mr. Hammer to approve this request. Voice vote. Motion carried.

Payroll Manager Deb Krahenbuhl arrived at the meeting at 1:10 p.m.

Highway Commissioner Tom Jean arrived at the meeting at 1:10 p.m.

County Process of Bidding, Requests or Proposal and Contract Extensions: Motion by Mr. Heimann, second by Mr. Hammer, that if a bid is over \$20,000, the bid will need to be rebid, if it's under, you don't have to rebid. Voice vote. Motion carried.

Discussion and Possible Action Regarding Accounting for Construction and Operation of Multi-Purpose Facility: Tom said they are hoping to start construction this Spring. Tom is anticipating borrowing approximately \$500,000.00 for the construction of the one or two buildings. There was discussion of the County borrowing the money for the building(s) then transferring this amount to the Highway Department who would then make the payments out of their budget. The committee discussed selling the two pieces of property – the radio tower at the Highway Department and the Sheriff's Department Communication Tower which includes 5 acres, and using that money towards the purchase of the building(s). This will be referred to the Building and Insurance Committee and the Finance Committee.

Next Meeting Date: February 22, 2017 at 9:00 p.m., or to the call of the Chair.

Adjournment: Motion by Mr. Wiegel, second Mr. Ludlum to adjourn. Voice vote. Motion carried.

Meeting adjourned at 1:35 p.m.

**FINANCE COMMITTEE MEETING
FEBRUARY 17, 2017
9:00 A.M.
CONFERENCE ROOM 202**

Present: Supervisors Ludlum, Heimann, Wiegel, Hammer, County Board Chairman Jack Sauer and County Clerk Carla Jacobson. Wayne Wilson had an excused absence.

Also present: Finance Director Nicola Maurer, Deputy Sheriff Brandon Gudgeon and Chief Deputy Sheriff Troy Loeffelholz.

Chairman Sauer, in Mr. Wilson's excused absence, called the meeting to order at 9:00 a.m. He asked if the meeting was properly posted. Ms. Jacobson verified the meeting was posted at the Courthouse, the Darlington Municipal Building, Memorial Hospital, on the County website and sent to the press.

Motion by Mr. Hammer, second by Mr. Ludlum, to approve the agenda as presented. Voice vote, motion carried.

Motion by Mr. Wiegel, second by Mr. Heimann to approve the minutes of the January 30, 2017 Finance Committee meeting. Voice vote. Motion carried.

Motion by Mr. Heimann, second by Mr. Hammer to convene to closed session pursuant to Wisconsin Stats. S.19.85 (1)(c) to consider employment, compensation and performance of the Lafayette County Finance Department Staff, which the governmental body has jurisdiction. On a roll call vote, all vote yes.

Ms. Jacobson, Mr. Loeffelholz, Mr. Gudgeon and Ms. Maurer left the meeting.

Motion by Mr. Heimann, second by Mr. Wiegel, to reconvene to open session. Voice vote. Motion carried.

Action Taken on Matter in Closed Session: Motion by Mr. Hammer, second by Mr. Ludlum, to terminate Finance Director Nicola Maurer immediately based on performance issues related to but not limited to the Insurance reconciliation, retirement inaccuracies and not properly training and cross training employees. Ms. Maurer asked if she was going to be allowed to talk about it. Chairman Sauer said probably not. A roll call vote was taken by the Clerk, Carla M. Jacobson, beginning with Mr. Hammer. The result was Five (5) Yes and Zero (0) No. The motion carried unanimously. Chairman Sauer asked Chief Deputy Sheriff Loeffelholz to take Ms. Maurer to her office.

Motion by Mr. Heimann, second by Mr. Hammer to see if former Finance Department employee Sandy Russell, is available to help out at \$30.00 per hour with no benefits either short term or indefinitely, to help out in the Finance Department. Voice vote. Motion carried.

Motion by Mr. Ludlum, second by Mr. Wiegel to see if former Finance Department Accounting Assistant, Lisa Caya, who now works in the Clerk of Court Office, can work in the Finance Department on accounts payable after working hours at time and a half or during regular working hours if permissible. Chairman Sauer will work with Clerk of Court Kitty McGowan on this. Voice vote. Motion carried.

Motion by Mr. Ludlum, second by Mr. Heimann, due to what happened in closed session and as a result of the action taken in closed session, to immediately repost the half-time Accounting Assistant position in the Finance Department and the half-time Finance Manager position at the Lafayette Manor Nursing Home, within the county only to see if there are any interested candidates. Voice vote. Motion carried. County Clerk Carla Jacobson will work with Human Resource Director Valerie Steiner on this.

Next Meeting Date: February 22, 2017 at 9:00 a.m., or to the call of the Chair.

Adjournment: Motion by Mr. Ludlum, second Mr. Hammer to adjourn. Voice vote. Motion carried.

Meeting adjourned at 10:40 a.m.